

Letter to Request Medical Records

Dear [Healthcare Provider's Name],

I hope this message finds you well. My name is Harvey Abbott, and I am writing to request a copy of my medical records under my care at your facility. As per my rights under the Health Insurance Portability and Accountability Act (HIPAA), I am entitled to access these records to ensure continuity of care and for personal record-keeping.

I have been a patient at your facility from [Start Date of Treatment] to [End Date of Treatment], and I am specifically looking for [specify any particular reports, diagnoses, test results, or type of information you are seeking, if applicable]. These records are crucial for my upcoming consultation with a new healthcare provider.

Please include all relevant documents, including but not limited to, doctor's notes, imaging studies, lab results, and a list of medications prescribed during my treatment period.

I understand that there may be a standard fee for the copying and mailing of these records. Kindly inform me of the total cost beforehand, and I will arrange the payment accordingly. If there are any forms or formalities that need to be completed, please advise me on the same.

For your convenience, I have provided my contact details below. You can mail the documents to my address or, if available, send them via a secure electronic method.

[Your Full Name]

Harvey Abbott

[Your Address]

[City, State, ZIP Code]

[Your Phone Number]

[Your Email Address]

Thank you for your attention to this matter. I appreciate your prompt response and assistance in facilitating my request. Please do not hesitate to contact me if you require further information or

Sample Letter For Requesting Medical Documentation

Sabine Zange



Sample Letter For Requesting Medical Documentation:

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Sample Letter For Requesting Medical Documentation :

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